

HIRING PREFERENCE FORM

Name _____

Social Security No. _____

As an individual who was hired by Brookhaven National Laboratory earlier than September 27, 1991 **and** who has been involuntarily separated (other than discharged), you are eligible for Hiring Preference.

Your Hiring Preference will remain in force unless you begin working for a contractor on site, a subcontractor, or the Department of Energy. If you become involuntarily separated (other than discharged) from one of the aforementioned employers, your Hiring Preference will be reinstated only after you notify the Laboratory of your change of status in writing and specify that you wish to retain your Hiring Preference status.

Your Hiring Preference will remain in force as long as you are not hired by a Site contractor, subcontractor, or the Department of Energy or until you notify the Laboratory that you would like to drop your Hiring Preference status.

If you wish to be eligible for future job openings at the Laboratory, you are required to do the following:

- Provide an electronic copy of your resume to the Human Resources Department and when you see a position of interest posted on the web or through the Bulletin, you must notify HR of your interest in being considered for that opening.

If you do not wish to maintain your Hiring Preference and would no longer like to be considered for future openings, you are asked to notify Human Resources of this fact in writing.

It is understood that in order to maintain an active Hiring Preference status, you must resubmit a signed Hiring Preference Form between October 1 and October 31 of each year. If you fail to renew your Hiring Preference, it will be permanently dropped and you will not be eligible for future reinstatement.

EMPLOYEE STATEMENT

I hereby request that my name be placed or retained, for the Section 3161 Preference in Hiring for Brookhaven National Laboratory and be considered for any job opportunities that may arise for which I am reasonably qualified to perform at this or any other Department of Energy site. I also certify that I have not voluntarily terminated or have been terminated for cause from employment by a

**Department of Energy contractor or subcontractor while performing work at a
Department of Energy site.**

Employee Name

Signature

Date

I hereby certify that the above named employee is eligible to receive Hiring Preference

Name & Title of Lab Official

Signature

Date